Lynne Lambert
Headteacher

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Dear Parent/Carer

S1 Parents' Evening

We are pleased to inform you that the S1 Parents' Evening will take place on **Tuesday 18th November** from **4.30pm until 7pm**. All meetings will take place in the **school assembly hall & ICT suite,** with face-to-face appointments with subject teachers and guidance/support staff. All appointments will have a maximum duration of **seven minutes**. The Pupil Support department will be available for drop-in appointments throughout the evening.

We are using a platform called Parents Booking to set up out parent contact evenings. When the booking system opens you will receive an email from breadalbane@pkc.gov.uk with instructions on how to **login and make appointments.** You will also receive an email from the **Parents Booking System** containing the information required to login. **Please check your SPAM/JUNK email folder if you do not receive this email in your inbox.**

The email will be sent to the ***Main Contact*** for each pupil as only **one appointment per teacher per child** can be made. We would ask that the main contact liaises with the duplicate contact if required.

The booking system will **close at 10pm on Monday 17th November.**

If you are unable to attend appointments but have an urgent concern, please let us know by emailing breadalbane@pkc.gov.uk.

Yours faithfully

Mrs Lorna Libreri
DHT School Improvement